

**FINAL**



**WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
November 25, 2013**

**PRESENT:** TOM CLOW, CHAIRMAN; RICHARD W. BUTT, VICE CHAIRMAN; JOHN LAWTON, SELECTMAN; JAMES LEARY, SELECTMAN; KEITH R. LACASSE, SELECTMAN

**RECORDING SECRETARY:** Naomi Bolton

**TOWN ADMINISTRATOR:** Naomi Bolton

**Chairman Clow moved, Selectman Lacasse seconded to enter into non-public session @ 6:34 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Vice Chairman Butt – yes; Selectman Lawton – yes; Selectman Leary – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0**

**The Board interviewed a potential employee for the Highway Department as well as the Deputy Tax Collector position.**

**Chairman Clow moved, Vice Chairman Butt seconded to come out of non-public session @ 7:06 p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Lawton – yes; Selectman Leary – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0**

**GUESTS:** Jon Wallace, Tim Redmond, Joseph Sarno, Frank Campana, Ike Shepard, Robert Munro, Dick Colburn, Keith Allberg, Tina Connor, Chief John Velleca

**PUBLIC COMMENT:**

Jon Wallace, taxpayer was present to discuss the insert that was enclosed with the tax bills. Mr. Wallace felt that it was poorly written particularly with regard to the disability exemption. He stated that he was very disappointed with the assessing department. He emailed a request on Tuesday to the assessing department indicating that he was coming in on Friday. He got no response back and when he arrived to the office both Wendy Rice and Naomi Bolton were not in the building and no one else could help him. Mr. Wallace feels that the disability exemption is way out of whack and he is interested in finding out what the Town of Weare adopted, as it is the Town that sets the limits. The form that he got from the assessing department indicates that the income limit for a single is \$13,400 and for married is \$20,400. Mr. Wallace would like to look into this further because he has an interest in this particular exemption. He offered to take the lead and do the research and bring it all back to the Board by the end of December.

**DEPARTMENT HEAD AND COMMITTEE ITEMS** – Tim Redmond, Public Works Director, recommended that the Board hire Joseph Sarno, resident of Weare, as a truck driver/transfer attendant.

**Selectman Leary moved, Selectman Lacasse seconded to hire Joseph Sarno as a full time truck driver/transfer attendant at \$13.65 per hour effective December 7, 2013. Passed 5-0-0**

**Right of Way Discussion** – Richard Colburn stated that he is here to see if this Board can change an easement that was approved in 2000 by a prior board. His father donated land in the mid 1970's for the tennis courts. At the time of the donation there was a gentleman's agreement that they would have a 50' right of way to the back

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23 acres of land. Mr. Colburn has three children and he would like to have the right of way be 50' and not 15' as was done in 2000. He also would like not only to have the right of way widened but he would like to have the restriction removed that it couldn't be built upon. Bob Munro was present as he was part of the Ad Hoc committee that was created at Town meeting to look into putting tennis courts in. Mr. Munro feels that the Town has a moral obligation to fulfill Mr. Colburn's father's request. Mr. Colburn stated that all he is here to do is to get what he feels is due him from his father 20 years ago. The Board informed Mr. Colburn that we would have to get a legal opinion on this.

### **2014 PROPOSED POLICE DEPARTMENT BUDGET**

Chief John Velleca was present to go through his proposed 2014 budgets. The budget that is presented is inclusive of new staffing projections based on New England standards of an average of 1.9 officers per 1,000 residents. The Board explained that additional staffing would need to be a separate warrant article and those costs associated with that would be included in the separate article. Some of the other increases that didn't include staffing were increases in range/armorer due to the cost of ammunition and in cruiser repair/service due to the fact it has been under budgeted for the age of the fleet. New computers for the cruisers were placed in the budget. It was explained to Chief Velleca that would need to be a separate capital request. Chief Velleca stated that he was asked to present to the Board what his department needs were and he feels that he has accurately reflected that in his presentation and how the Town gets there he would leave up to the Board. The Board has asked that his presentation be put into the same standard all the other departments have followed without the additional staffing. The last item discussed was the prosecutor proposal. Todd Prevett, Esquire is the current prosecutor paid for on a case by case need. Chief Velleca was not aware of the proposal from Attorney Prevett as the request was for \$85,000 per year and it was left at \$40,000. Town Administrator Bolton will get Chief Velleca a copy of the proposal from Attorney Prevett.

### **2014 PROPOSED BUDGETS – SMALLER DEPARTMENTS:**

*Cable Committee, Trustees of Trust Funds, Cemeteries, Forest Fires, Conservation Commission, Economic Development and Patriotic Purposes* – All of these budgets are being proposed the same exact budget as 2013.

*Health* – The only increase in this budget is relative to the raise and its associated expenses that were approved at Town meeting in March.

*Welfare* – The budget increases include the raise and associated costs, an increase in the amount for the American Red Cross, additional requests from Riverbend and Meals on Wheels. The American Red Cross has requested that the Town contribute \$3,964 for 2014 based on a per capita price. Riverbend Counseling has requested \$4,000 to offset some of the \$93,000 spent on Weare residents for services. The Meals on Wheels program that supplies meals to seniors has requested \$1,200.

*Parks & Recreation* – Increases have been requested in the wages/hourly as more hours are being used in the summer month; rubbish removal as dumpsters have been placed at the field locations; and chase park repairs. An increase that was added by the Town Administrator was an additional \$700 to the Sr. Citizen Activities line to allow the 28 senior to attend the White Birch Community Center for the year.

*Town Officer's Salaries* – This increase is due to a raise increase and associated cost for the treasurer.

*Town Officer's Expenses* – The budget includes a \$5,000 new line item for education reimbursement. Final numbers have not been received yet for Town Report and Town Mailer and a managed care service and cloud backup for the IT work.

*Legal Expenses* – At this point the legal expenses are shown to be the same. A breakdown of all the expenses will need to be presented as well as a look at what the outstanding case load is at this time.

*Selectmen's Office* – Increases include raise and associated costs plus adding an auto attendant to the phone line as well as increase to cover the phone expense for the Fire Alarm system at the Town hall.

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*Government Buildings* – New lawn care contract information will be provided on December 9<sup>th</sup>, as well as PSNH numbers for all buildings.

*Insurances* - The rates were provided to us from Primex and represent actual numbers that we will be charged for 2014. Property and liability and workers compensation have increased while unemployment compensation has reduced.

*Advertising and Regional Association* – This increase is the amount that is requested for NHMA dues.

*Street Lighting* – For now this number is the same, PSNH will be providing an average usage.

### MEETING MINUTES

**Chairman Clow moved, Selectman Lacasse seconded to approve the minutes of November 18, 2013 as amended. Passed 5-0-0**

### ADMINISTRATIVE REPORT

*Website* – Vice Chairman Butt asked is the January 1<sup>st</sup> going live date is realistic because of the other departments/committees not having gotten back all the information also with holidays and training that needs to occur.

*Purchase Order Module* – Selectman Lawton asked if we were going to move forward and implement the mandatory use as of January 1, 2014 and is that even possible. Finance Administrator Connor responded that it is possible but there are others that still need to be walked through on each purchase order. She has a step by step paper that is very straightforward and she will resupply to everyone.

*Police Prosecutor* – Vice Chairman Butt stated that he was disappointed to hear this evening that Chief Velleca did not know about the draft agreement that was presented to the Board.

*Police Laptops* – this item should be removed especially after hearing from Chief Velleca that they have been found but with notes that they don't work.

**CORRESPONDENCE** – Chairman Clow said that Heleen Kurk sent out another email to the Board regarding business information for the Scenic By-Ways Committee. The business information can be obtained through the Chamber of Commerce and they would probably have the most up to date information. Chairman Clow stated that he will send that response back to Mrs. Kurk.

Chairman Clow stated that he had been contacted by Betty Straw wanting to be put on the agenda for a public hearing for a possible purchase of property on East Road by the Mildred Hall Committee. Town Administrator Bolton responded that she had penciled it in for Monday, Dec. 2<sup>nd</sup> and will make sure Mrs. Straw is aware.

Selectman Lacasse stated that there is a policy at the Police department that a fee of \$20 is charged for someone to obtain a copy of a police report even if it your own. He would like to see that changed. The Board would have to approve it.

Vice Chairman Butt stated that he would like to see a running budget balance started as we have done in the past especially where we are nearing the end of the year, in case there are some purchases that could possibly be made before year end. Finance Administrator Connor stated that she will do that but could not promise it for Monday being this is a short holiday week and payroll and payables will be done on Monday.

### ADJOURNMENT

A True Record.

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Naomi L. Bolton, Recording Secretary